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FACULTY SENATE MINUTES

July 9, 1979

The meeting was called to order by Dr. Allan Busch, Faculty Senate President, at 3:30 p.m. in the Pioneer Lounge of the Memorial Union.

ROLL CALL

In the absence of Dr. Sam Warfel, Secretary, Dr. John Watson called the roll and the following members were present:

Ms. Joanne Harwick, Mr. Dewayne Winterlin, Mr. Robert Brown, Dr. Lewis Miller, Dr. Steven Tramel, Dr. John Watson, Dr. Ed Shearer, Dr. Richard Zakrzewski, Dr. Charles Votaw, Dr. Louis Caplan, Dr. Robert Meier, Ms. Patricia Rhoades, Dr. Allan Busch, Dr. Ron Smith, Dr. Nevell Razak, Dr. James Stansbury, Mr. Mac Reed, Ms. Calvina Thomas.

The following members were absent: Ms. Virginia Bornholdt, Dr. Al Geritz, Dr. Sam Warfel, Dr. Lloyd Frerer, Mr. David Lefurgey, Dr. Gerry Brower, Mr. Elton Schroder, Ms. Ellen Veed, Ms. Sandra Rupp, Mr. Daniel Rupp, Dr. Ann Liston, Mr. Richard Heil, Dr. Billy Daley, Ms. Donna Harsh, Ms. Orvene Johnson, Mr. Edgar McNeil, Ms. Sandria Lindsay, Mr. Glenn Ginther, Ms. Caroline Gatschet.

The following alternates were present: Mr. Bill Rickman for D. Rupp, Dr. Robert Luehrs for Liston, Dr. Patrick Drinan for Heil, Ms. Betty Roberts for Gatschet.

The minutes of the June meeting were approved with the following change: Dr. Miller's first name should be spelled "Lewis" rather than "Louis."

ANNOUNCEMENTS

1. President Tomanek has advised the Faculty Senate that it may be necessary to hold a special meeting of the Senate before the end of the Summer Term to consider a proposal to establish a Center for High Plains Studies at FHSU.
2. President Tomanek has approved the two Faculty Senate resolutions of the June 1979 meeting. He believes the Student and Faculty Senates to be mistaken in their assessment of the parking problem on campus but did not wish to disapprove a resolution on which both senates took such a firm stand.
3. The President and his staff held a retreat for planning the implementation of the Destiny Task Force reports. At the retreat a consultant presented specific steps for implementation of long range planning and identified seven key result areas with individuals assigned responsibility for each of those areas. The Faculty Senate and its committee structure will be intimately involved with the process of implementation.
4. A University Archives will be established and Dr. Dean Willard delivered a position paper on the FHSU Archives to Academic Council, July 3, 1979.

5. The Faculty Advising Handbook Committee is now working on the procedure for implementation of the advising system at FHSU.
6. The ad hoc Committee on Proficiency Examinations has reported to the Academic Council a recommendation not to pursue proficiency examinations at FHSU. The Academic Council accepted the committee's report.
7. The ad hoc Committee on Promotion Procedure and Criteria at FHSU has reported to the Academic Council a recommended policy on promotion procedure and criteria. The proposed policy will be revised at the next meeting of the Academic Council.
8. RICC received two reports at its last meeting for the year, June 28, 1979. The reports concerned the request of Medical Technical Cooperating Hospitals to appear before the Regents Health Committee or COCAO with a proposal on sharing the cost of medical technology instruction; and the request of the student representatives at RICC to have the Regents support the inclusion of funds in FY 80 budgets to pay for faculty and administration use of student unions.

Dr. Miller asked if announcement number 5 implied that the Senate will not be involved in the implementation of the advising system. Dr. Busch replied that the Senate will be involved in the process. The Academic Affairs Committee will be reviewing the system proposal at the beginning of the fall term.

Dr. Busch read President Tomanek's comments alluded to in announcement number 2 as follows:

"I signed this simply because I do not wish to veto the combined recommendations of both the Faculty and Student Senates. However, I feel it is a mistake and after Rarick Hall is completed we will change our minds."

COMMITTEE REPORTS

ACADEMIC AFFAIRS COMMITTEE--Dr. Ron Smith, Chair

- M1 On behalf of the committee Dr. Smith moved that ESCI 340 Environmental Geology be approved as a new course and that it be approved as a General Education course provided that ESCI 325 Introduction to Oceanography be removed from the General Education list. (Dr. Stansbury seconded.)

Dr. Smith explained that the Earth Sciences department no longer planned to teach the oceanography course and wanted to substitute the new course in the General Education list for the department. This will keep the number of General Education courses in the department at six.

The motion carried.

Dr. Smith reported on the committee's findings concerning the test-out procedures in the English Department as requested by the Senate President at the last meeting. As the substance of Dr. Smith's verbal report was given in a handout, the text is given here.

There was a general discussion of the issue raised at the June Faculty Senate Meeting regarding Comp. I "testing-out" procedures. It is understood that it is routine for the English Department to give credit to a small number of Comp. I enrollees on the basis of a test administered to all members of a given class. Those who pass need not continue work in the course, but they receive academic credit for the course, pay full tuition, and their credit hours benefit the department and the University. A similar procedure is followed, apparently, for at least one course in the Mathematics Department.

This special procedure adopted by these departments is contrasted with the regular procedure by which a student may, by the payment of a \$5.00 fee and submission of a petition to the Dean of Instruction, take a competency exam in order to "test-out" of a given course. In this case a student may, by individual request, receive academic credit for a course while paying only a \$5.00 fee, instead of full tuition. It was noted that the English Department would honor such a request if it was initiated by a student with regard to Comp. I.

The committee decided that it would take no further action on this issue at the present time. However, a later study might be made of the current procedure for the awarding of advanced standing credit to individuals who petition. In particular, it was felt that the fee of \$5.00 was too low.

The committee made no recommendation on the procedures except to suggest that it might be appropriate to investigate the advanced standing process as a whole especially the fee which the committee thought was too low.

Dr. Smith also pointed out that the present English Department procedure is the only way that credit hours are generated for advanced standing exams.

Dr. Luehrs asked if the options were explained to the students. Dr. Smith said that he did not know for sure but that his impression was that the options were not explained any more than they are for any other course.

Dr. Tramel asked if the committee had discussed the merit of changing the whole challenge system so that all courses are handled the way the English Department treats Composition 101 so that the exams produce credit hours. Dr. Smith said that they had not, but that the discussion had seemed to be moving in that direction.

Dr. Watson asked if it would be honest to adopt such a procedure. The University would be charging a student for services which it had not rendered. Dr. Votaw said that we do give the student credit on the transcript. Dr. Watson said that the \$5.00 was to cover that service. Dr. Votaw said that it should be worth more than that. Dr. Tramel said while he had never had to prepare a challenge exam it would seem to be a long and difficult task.

BY-LAWS AND STANDING RULES COMMITTEE--Mr. David Lefurgey, Chair

In the absence of the chair Dr. Tramel reported that new copies of the By-Laws and Standing Rules had been distributed to the faculty through the campus mail. Dr. Busch added that the administration had placed \$110.00 in the Faculty Senate's budget so that the printing could be done.

STUDENT AFFAIRS COMMITTEE--Dr. Ann Liston, Chair

In the absence of the chair, Dr. Stansbury reported that the committee was in the process of developing a standard form for Who's Who candidates. Dr. Busch added that Dr. Liston had told the Executive Committee that the Student Senate had agreed to assume the expenses of the selection process.

UNIVERSITY AFFAIRS--Mr. Richard Heil, Chair

- M2 In the absence of the chair, Dr. Caplan introduced the following motion on behalf of the committee.

Beginning with the Fall 1979 semester faculty checkouts from Forsyth Library will be for one semester only (spring or fall or summer). Faculty checkouts may be recalled after the initial three weeks checkout upon request of the circulation librarian acting on behalf of a patron. Written notice will be sent to the faculty member. If a book is not returned within one week from initiated date of request, a fine of ten cents per day for each delinquent checkout will be assessed. At the end of each semester, the library will send notice to all faculty members that all books are due at the end of the semester per this policy. However, this notice will not include a list of books the individual faculty members have checked out. Then any materials not rechecked by the beginning date of the following session will be considered overdue and will be assessed the usual fine of ten cents per day until returned or rechecked. Accrued fines are to be paid by the end of the semester in which they are assessed. In order to protect the borrower, the library asks that borrowers recheck books in person. This avoids the confusion caused by a secretary or student assistant renewing books for a faculty member or a faculty member renewing books by telephone or campus mail. All materials which are lost while officially checked out to a faculty member must be paid for at the replacement cost plus a \$2.50 processing fee. Each departing faculty member and/or graduate assistant must secure clearance from Forsyth Library before his/her next pay check may be issued.

(Dr. Miller seconded.)

Dr. Smith asked for a background on the motion. Dr. Caplan said that he had been out of town when the committee adopted the motion. After a brief discussion it was determined that none of the Senators present had attended the committee meeting at which the motion was discussed. Dr. Caplan offered to give the background as he knew it. At this University as at all universities where there is no time limit on faculty checkouts, there are a few professors who develop a personal library in their office with library books which are never returned. This motion is an attempt to make more books available through the library. It is not an attempt to restrict the use of books by faculty because they can still check them out for an entire semester. He cited an example of a professor at the University of Nebraska who was discovered to have 350 books checked out.

Dr. Drinan asked if there have been problems here. Dr. Busch said that Dr. Willard had not given any examples. Dr. Caplan said that he was told that there are some people who abuse the privilege by keeping books out for a very

long time. Mr. Reed was asked if he knew how serious the problem was. He said that he did not know.

Dr. Votaw asked if there was a limit to the fine, something like twice the value of the book. He also asked why the motion stated that no list of books the faculty member has checked out would be sent. Such a list would be appropriate. He suggested that the committee might not have had a quorum since none of the Senators who are members of the committee and who were present at the meeting had attended the committee meeting at which the motion was discussed. Dr. Caplan said that the motion was unanimously adopted by the committee members present.

Dr. Drinan returned to the question of why no list was to be sent. Dr. Caplan said that lists are currently sent and faculty members complain that they are not accurate.

Ms. Thomas said that during the preparation for an outreach class she had had to track down a book she needed and discovered that a faculty member had checked out the book in 1976 and still had it.

Dr. Smith said that he had no objection to the motion until he read the last sentence. He said that he felt withholding a check gave too much leverage to the University.

A1 He then moved that the motion be ammended to strike the last sentence. (Dr. Tramel seconded.)

Dr. Drinan said that there was precedent for pay checks being withheld for library fines. Dr. Caplan pointed out that it does not refer to each faculty member but to each departing faculty member.

The voice vote was inconclusive so Dr. Busch called for a division of the house. The motion failed with only 4 affirmative votes.

Dr. Drinan asked what the present procedure is for dealing with overdue books. Dr. Busch asked Mr. Reed to respond. Mr. Reed said that notices are sent out when the books are overdue. Dr. Zakrzewski said that in his experience lists are sent to professors at the end of each semester. The basic problem is that the list is usually 50% wrong. He asked what would happen under the proposed system when the library is in error. Would the professor still have to pay the fine?

Dr. Watson said that he objected to withholding a paycheck because the policy treats faculty members differently from other citizens of Hays. The library should be able to use the same means for getting books back from faculty members as it uses for other people. Dr. Caplan asked if any citizen could check out books from our library. Dr. Busch said that any citizen of Kansas can check out books from a public library.

Dr. Zakrzewski said that too frequently people are notified that they have overdue books when they have checked them in and the library has misplaced them. Dr. Votaw said that in his experience he had been charged with having at least four books and had later found them on the shelves. The faculty are going to be upset if they are fined for books for which they are not responsible.

Dr. Drinan said that there seemed to be two issues: 1) the effectiveness of the library's procedures for keeping track of books, 2) the reasonableness of this motion as an attempt to regulate the availability of books for students and faculty on campus. The motion may be reasonable, but is the problem great enough to require it.

Mr. Rickman said that under the present system if a student wants a book which a faculty member has checked out, the library will request the faculty member to return the book. Most faculty members comply with this request so why is the proposed policy necessary. Dr. Caplan said that students are reluctant to request that a book be returned if they learn that a faculty member has it checked out. Mr. Rickman said that he doubted that they are reluctant because the students' names are not given to the faculty members when books are recalled.

The voice vote on the main motion was inconclusive so Dr. Busch called for a division of the house. The motion carried by a vote of 10 to 9.

Dr. Busch recommended that in view of the small attendance at the committee meeting at which this motion was passed and in view of the close vote of the Senate, the committee look at the motion again at its next meeting.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

The meeting was adjourned at 4:10 p.m.

Respectively submitted,

Sam L. Warfel

NOTE: Dr. John Watson took the roll and recorded the session. Dr. Warfel wrote the minutes from the tape recording and Dr. Watson's notes.